





April 30, 2024

**MEMORANDUM**

TO: Ingrid S. Watson, Chair  
Government Operations and Fiscal Policy (GOFP) Committee

THRU: Joseph R. Hamlin   
Director of Budget and Policy Analysis

FROM: Andrew Stover   
Legislative Budget and Policy Analyst

RE: Office of Central Services (OCS) and Office of Procurement  
Fiscal Year 2025 Budget Review

**Budget Overview**

- With Executive Order Number 2-2024, the procurement function of the County is set to be separated from the Office of Central Services into its own agency called the Office of Procurement starting in FY 2025. As such, the County Executive separated the FY 2025 Proposed Budget by the respective agencies, the Office of Central Services and the Office of Procurement. With this split, the Budget for the Office of Central Services is set to be substantially lower than previous years and the budget for the new Office of Procurement will not have exact year-over-year comparisons. For the context of the year-over-year changes in the budget, the combined FY 2025 Proposed Budgets are presented first in the report. For the upcoming fiscal year, the proposed budget for the Office of Central Services and the Office of Procurement is \$47.5 million, a decrease of approximately \$1 million, or 2%, from the Office of Central Services FY 2024 Approved Budget.
- The Office of Central Services FY 2025 Budget is proposed at \$25 million, a 21.5% decrease from the FY 2024 Approved Budget. All budget categories see substantial decreases, including recoveries.
  - Attrition and vacancies have created challenges in OCS that strains staff capacity, and the budget for overtime has notably increased to reflect historical costs.
  - The County's space and facilities continue to grow. The Office has looked towards prioritizing the most critical projects with its 10-Year Facilities Master Plan.

- The Office of Procurement FY 2025 Budget is approximately \$6.8 million. Much of the costs associated with the budget are costs previously incurred by the Office of Central Services for procurement-related activities that are being transferred to the Office of Procurement. New expenses include three (3) new positions as well as one-time operating costs to develop operating procedures.
  - The Office continues to track relevant data regarding the procurement of Minority Business Enterprises, County-Based Businesses, and Small Businesses to guide a more equitable procurement process.
- The Internal Service Fund for Fleet Management saw no change in its proposed budget but included funding for a new position and increased overtime, while costs for vehicle equipment repair and maintenance continue to rise.
  - A significant portion of the fleet’s vehicles have surpassed recommended replacement standards, but high costs and other non-cost related difficulties have made it extremely hard for the County to secure new vehicles in a timely manner. This is having an impact on several different agencies such as public safety departments and has stalled some efforts in the green fleet initiative.
- The FY 2025 Proposed Budget for the Special Revenue Fund for Collington Center is \$5,000, the same as in FY 2024.
- The Office’s FY 2025-2030 Capital Improvement Program, which covers OCS, the Police Department, and the Department of Corrections, proposes \$45 million in expenditures for FY 2025 and \$751 million overall for a total portfolio of 22 projects.

<b>Expenditures by Fund Type</b>				
<b>Fund Type</b>	<b>FY 2023 Actual</b>	<b>FY 2024 Budget</b>	<b>FY 2025 Proposed</b>	<b>FY 2025 % of Total</b>
OCS General Fund	\$ 30,203,902	\$ 32,186,300	\$ 25,259,000	53.14%
Internal Service Funds	\$ 13,307,654	\$ 15,493,800	\$ 15,493,800	32.59%
Special Revenue Funds	\$ 4,000	\$ 805,000	\$ 5,000	0.01%
Procurement General Fund	\$ -	\$ -	\$ 6,777,200	14.3%
<b>TOTAL</b>	<b>\$ 43,511,556</b>	<b>\$ 48,485,100</b>	<b>\$ 47,535,000</b>	<b>100.0%</b>

**Authorized Staffing - All Classifications**

	<b>FY 2023 Approved</b>	<b>FY 2024 Approved</b>	<b>FY 2025 Proposed</b>	<b>Change</b>	<b>% Change</b>
OCS General Fund	171	175	139	-36	-20.6%
Internal Service Fund	75	75	76	1	1.3%
Procurement General Fund			39	39	100.0%
<b>Total</b>	<b>246</b>	<b>250</b>	<b>254</b>	<b>4</b>	<b>1.6%</b>

**Office of Central Service Expenditures by Category- General Fund**

Category	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Proposed	\$ Change	% Change
Compensation	\$12,050,420	\$13,224,100	\$12,776,800	\$9,688,900	-\$3,535,200	-26.7%
Fringe Benefits	\$4,208,260	\$5,114,800	\$4,651,100	\$3,487,700	-\$1,627,100	-31.8%
Operating Expenses	\$15,372,220	\$15,717,900	\$13,907,600	\$13,292,900	-\$2,425,000	-15.4%
Sub-Total	\$31,630,900	\$34,056,800	\$31,335,500	\$26,469,500	-\$7,587,300	-22.3%
Recoveries	-\$1,426,998	-\$1,870,500	-\$1,248,200	-\$1,210,500	\$660,000	-35.3%
<b>Total</b>	<b>\$30,203,902</b>	<b>\$32,186,300</b>	<b>\$30,087,300</b>	<b>\$25,259,000</b>	<b>-\$6,927,300</b>	<b>-21.5%</b>

***Staffing and Compensation***

Authorized Staffing Count- General Fund

	FY 2024 Approved	FY 2025 Proposed	Change Amount	Percentage Change
Full-Time	175	139	-36	-20.6%
<b>Total</b>	<b>175</b>	<b>139</b>	<b>-36</b>	<b>-20.6%</b>

- The FY 2025 Proposed Budget for OCS sees a drop in proposed staffing, as 36 employees are being transferred to the newly created Office of Procurement. There is no change in the number of non-procurement staff from the FY 2024 Approved Budget.
- Compensation is proposed at \$9,688,900, a decrease of \$3,535,200, or -26.7%, from the FY 2024 level. This decrease is primarily due to the transfer of 36 employees to the Office of Procurement, as well as an increase in budgeted attrition to account for increased vacancy rates.
- There have been 13 separations from the Office of Central Services in FY 2024, leading to an attrition rate of 6.1%. The key factors contributing to attrition are retirement and a competitive job market with higher salary offerings elsewhere. Positions most impacted by attrition are Maintenance Services Attendants, Procurement Officers, and Equipment Mechanics. As a result of attrition, the Office faced limited personnel resources, delayed response times to customer agencies, and a limited ability to accomplish special facilities projects.
- As of March 2024, the Office had reported 34 vacancies. 16 of those vacancies are for funded positions, while 18 are unfunded. While the majority of unfunded positions have been unfunded for several years, newly unfunded positions in FY 2025 are those that have been difficult to recruit and retain, such as the Building Engineer positions. *Attachment A to the OCS first-round responses* provides a detailed list of the vacancies and their current recruitment status.

- Three (3) positions have been assigned to the Office of the County Executive and are expected to continue those assignments in FY 2025. These positions include an Administrative Aide and Audio Specialists.
- The Energy Manager position from the Department of the Environment is assigned to OCS and is expected to continue that assignment in FY 2025. While this position is currently vacant, interviews were set to begin soon as of March 2024.

***Overtime***

Year	Approved Overtime Budget	Overtime Expenditures	Actual vs. Approved Variance (\$)	Actual vs. Approved Variance (%)
FY 2022	\$ 150,000	Actual: \$ 228,838	\$ 78,838	53%
FY 2023	\$ 150,000	Actual: \$ 407,327	\$ 257,327	172%
		Actual YTD: \$ 276,702	\$ (23,298)	-8%
FY 2024	\$ 300,000	Projected: \$ 330,000	\$ 30,000	10%
FY 2025	\$ 400,000			

- Actual overtime costs in FY 2022 and FY 2023 exceeded the budgeted amount by 53% and 172%, respectively. With the overtime budget doubled for FY 2024, this trend of exceeding budgeted amounts is still expected to continue with an estimated amount 10% greater than the budgeted amount. The FY 2025 Budget proposes another raise in budgeted overtime by \$100,000 to equal \$400,000. This amount aligns with historical costs and is expected to be able to fully cover overtime costs.
- Overtime costs in the Office is driven by the need for emergency requests and various repairs that must be made before and after regular work hours. Furthermore, staffing shortages result in increased overtime for existing staff.

***Fringe Benefits***

	FY 2021 Actual	FY 2022 Actual	FY 2023 Actual	FY 2024 Approved	FY 2025 Proposed
Fringe Benefit Expenditures	\$ 4,081,331	\$ 3,854,115	\$ 4,208,260	\$ 5,114,800	\$ 3,487,700
Compensation	\$ 11,406,029	\$ 11,030,251	\$ 12,050,420	\$ 13,224,100	\$ 9,688,900
Fringe As a % of Total Employee Compensation	35.8%	34.9%	34.9%	38.7%	36.0%

- Fringe benefit expenditures are proposed to decrease by \$1,627,100, or -31.8%. This decrease is primarily due to the transfer of 36 positions to the Office of Procurement as well as a change from the fringe benefit rate from 38.7% to 36%.

**Operating Expenses**

Operating Objects	FY 2024 Approved	FY 2025 Proposed	FY 2024 - FY 2025	
			\$ Change	% Change
Telephone	\$ 193,900	\$ 158,500	\$ (35,400)	-18.3%
Printing	\$ 10,000	\$ 6,500	\$ (3,500)	-35.0%
Postage	\$ 10,000	\$ 12,000	\$ 2,000	20.0%
Office Automation	\$ 1,834,800	\$ 764,500	\$ (1,070,300)	-58.3%
Training	\$ 56,500	\$ 37,500	\$ (19,000)	-33.6%
Advertising	\$ 20,000	\$ 5,400	\$ (14,600)	-73.0%
Membership Fees	\$ 9,900	\$ 8,000	\$ (1,900)	-19.2%
Mileage Reimbursement	\$ 39,500	\$ 34,500	\$ (5,000)	-12.7%
General & Administrative Contracts	\$ 20,000	\$ 20,000	\$ -	0.0%
Operating Contracts	\$ 10,033,600	\$ 9,012,800	\$ (1,020,800)	-10.2%
General Office Supplies	\$ 147,300	\$ 159,400	\$ 12,100	8.2%
Office and Operating Equipment Non-Capital	\$ 16,700	\$ 16,700	\$ -	0.0%
Other Operating Equip. Repair/Maint.	\$ -	\$ 1,000	\$ 1,000	100.0%
Vehicle Equipment Repair/Maintenance	\$ 236,200	\$ 271,100	\$ 34,900	14.8%
Gas and Oil	\$ 110,000	\$ 119,300	\$ 9,300	8.5%
Equipment Lease	\$ 950,000	\$ 771,900	\$ (178,100)	-18.7%
Building Repair/Maintenance	\$ 1,783,500	\$ 1,783,500	\$ -	0.0%
Interagency chargebacks	\$ 246,000	\$ 110,300	\$ (135,700)	-55.2%
<b>TOTAL</b>	<b>\$ 15,717,900</b>	<b>\$ 13,292,900</b>	<b>\$ (2,425,000)</b>	<b>-15.4%</b>

- Operating expenses are proposed at \$13,292,900, representing a \$2,425,000, or -15.4%, decrease from the FY 2024 Operating Budget. Some of the major line items in the operating budget include:
  - Operating Contracts- \$9,012,800
  - Building Repair/Maintenance- \$1,783,500
  - Equipment Lease- \$771,900
  - Office Automation- \$764,500
  - Vehicle Equipment Repair/Maintenance- \$271,100
  
- Five (5) of the line-items show an overall increase in funding from the FY 2024 budget. Notable increases include that for Vehicle Equipment Repair/Maintenance as a result of increases in Fleet charges, as well as increases in Gas and Oil to align with historical spending.
  
- Three (3) line-items see no change in funding.
  
- 10 of the Operating Budget line-items show a proposed decrease in funding from the FY 2024 Approved Budget. A majority of these decreases are a result of transferring procurement-related costs to the Office of Procurement. Additionally, the Operating Contracts line-item has been reduced by approximately \$1 million to remove funding for the Cheverly Hospital, and Equipment Leases funding is lowered to reflect a reduction in the use of some equipment.

- A list of Operating Contracts for FY 2023, FY 2024, and FY 2025 can be found in *Attachment B of the OCS first-round responses*. Multi-year and Personal Services Contracts can be found in *Attachment C of the OCS first-round responses*.

### ***Recoveries***

- Recoveries for FY 2025 are expected to decrease by \$660,000, or -35.3%. This decrease is due to reductions of Capital Improvement Program (CIP) recoveries for Facilities Operations and Management personnel, and the transfer of recoveries associated with procurement to the Office of Procurement.

### ***Information Technology***

- The Office is procuring a remote monitoring of Building Automated Systems in FY 2025. The total cost is projected to be \$20,000, and the system will provide the Office with remote control and adjustment for systems in County buildings, such as boilers. This project is funded in the FY 2025 Budget for the Office of Information Technology.
- One of the ongoing information technology projects is improvement to the SAP Work Order Management (WOM) system. WOM allows facility technicians to receive and respond to work orders and document requests for service, as well as any updates and closeout. Currently, the OCS is working with OIT to tie purchase order into the system. It is likely that this project will not be finished by the end of FY 2024 and will continue into FY 2025.
- Facility Force, formerly known as AssetWorks, is a software platform designed to manage capital assets, properties, and leases has been implemented in OCS and is now live. The application tracks current and projected holdings, leased versus owned space, and building cost performance data. So far, the Office has been able to load all CIP projects and continues the process of uploading legacy data as well as other property files or lease agreements.

### **OCS Workload and Program Key Points**

- The Methane Gas Line Project is in the design permitting phase. Furthermore, OCS is working with the Department of the Environment to explore a more comprehensive alternative to the project that would allow for both repairing the gas line and monetizing its output.

### ***Facilities/Inventory***

- The Land Acquisition and Real Property Division of the Office of Central Services oversees 2,000+ parcels of land. While the Office does not have market value appraisals for these parcels of land, the

estimated assessed value of County real property is \$705,000,000. In coordination with the Office of Risk Management, the Office has issued a request for proposal for the performance of a triennial field asset verification and insurance valuation services of certain County-owned buildings.

- A listing of all facilities owned and/or leased by the County can be found in *Attachment E to the OCS first-round responses*. The most recent real estate management report can be found in *Attachment D to the OCS first-round responses*.
- The County continues to keep track of building condition. Volumes I and II of the Facilities Appearance Audit can be found in *Attachment F to the OCS first-round responses*.
- The County continues to use the 10-Year Facilities Master Plan to prioritize the most critical projects County-wide for the Capital Improvement Program. A list of the projects in the master plan with a priority status of “High” or “Critical” can be found in ***Attachment G to the OCS first-round responses***.
- The Office has acquired one (1) new office facility and renegotiated leases for nine (9) other office facilities in FY 2024. The list of new facilities and renegotiated leases is included below:

<b>Location</b>	<b>Identified Change</b>	<b>Reason</b>	<b>Contract Detail</b>	<b>Leasing</b>
9001 Edmonston Road	Owned	Cheverly Health Clinic replacement	Purchased for Health Department	Acquired
4621 Boston Way	Renegotiated	Renewal	5-Yr Term \$14.25/SF	Yes
4200 Forestville Road	Renegotiated	Renewal	5-Yr Term w/ 3% escalation	Yes
47 State Circle	Renegotiated	Renewal	Pending Lease	Yes
1401 University Blvd	Renegotiated	Renewal	3-Yr Term w/ 3% escalation	Yes
4235 28th Ave.	Renegotiated	Renewal	5-Yr Term \$25.25/SF	Yes
7836 Central Ave	Renegotiated	Renewal	Pending	Yes
9475 Lottsford Road	Renegotiated	Renewal	Pending	Yes
1909 Corporal Drive	Renegotiated	Renewal	3-Yr Term w/ 3% escalation	Yes

- A list of leases terminated during FY 2024 is included below:

Location	User	Termination Date	Annual	
			Lease Cost	Reason for Termination
43rd Ave (3611), Brentwood, MD	Health Department	2/1/2024	\$12,000	Inability to fulfill the grant terms and requirements
Central Ave (6056), Capitol Heights, MD	Health Department	2/1/2024	\$12,000	Inability to fulfill the grant terms and requirements
Marlboro Pike (4719), Capitol Heights, MD	Health Department	2/1/2024	\$12,000	Inability to fulfill the grant terms and requirements

- A list of the vacant County-owned properties is provided in the table below:

Location	Vacant SF	Gross SF
1801 McCormick Drive	9,821	113,899
9200 Basil Court	6,610	114,430
3601 Taylor Street	23,099	23,099
14741 Governor Oden Bowie Drive	175,032	208,350
5012 Rhode Island Avenue	69,000	69,000
9001 Edmonston Road	80,000	80,000

- The Office reports that there are currently no vacant County-leased properties. Additionally, the Office is working on developing a dashboard of all County owned a leased vacant property with information including the name and address of buildings, duration of the vacancy, former tenant of the space, and planned use for vacant space. This dashboard is not yet available.

**Office of Procurement Expenditures by Category- General Fund**

Category	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Proposed	\$ Change	% Change
Compensation	\$0	\$0	\$0	\$3,835,700	\$3,835,700	
Fringe Benefits	\$0	\$0	\$0	\$1,265,800	\$1,265,800	
Operating Expenses	\$0	\$0	\$0	\$1,894,400	\$1,894,400	
Sub-Total	\$0	\$0	\$0	\$6,995,900	\$6,995,900	
Recoveries	\$0	\$0	\$0	-\$218,700	-\$218,700	
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,777,200</b>	<b>\$6,777,200</b>	

***Staffing and Compensation***

Authorized Staffing Count- General Fund

	FY 2024 Approved	FY 2025 Proposed	Change Amount	Percentage Change
Full-Time	0	39	39	
<b>Total</b>	<b>0</b>	<b>39</b>	<b>39</b>	



- The FY 2025 Budget for the Office of Procurement has a proposed staffing count of 39. 36 of these positions are transfers from the Office of Central Services, while the other three (3) are newly created positions. These positions will be a Chief Procurement Officer/Director, and Associate Director of Administration, and a Human Resources Analyst.
- Compensation is proposed at \$3,835,700. \$452,700 of this amount represents the compensation for the three (3) newly created positions in the Office. While Council Staff was not given the exact amount that represented the 36 transferred positions in the FY 2024 Budget, differences between the OCS FY 2024 and FY 2025 budgets indicate that increases in compensation not related to new positions is approximately \$295,100. This increase is most likely due to adjustments and annualization of salary changes from the previous fiscal year.

***Fringe Benefits***

	FY 2021 Actual	FY 2022 Actual	FY 2023 Actual	FY 2024 Approved	FY 2025 Proposed
Fringe Benefit Expenditures	\$ -	\$ -	\$ -	\$ -	\$ 1,265,800
Compensation	\$ -	\$ -	\$ -	\$ -	\$ 3,835,700
Fringe As a % of Total Employee Compensation					33.0%

- Fringe benefits are proposed at \$1,265,800, which is 33% of total employee compensation. \$166,300 of that amount is for the three (3) newly created positions. Council Staff did not receive specific information on the amount in fringe benefits that was transferred over from OCS with the 36 procurement employees, but differences between the OCS FY 2024 and FY 2025 budgets indicate that a decrease of fringe benefits not related to new positions is approximately \$527,600.

***Operating Expenses***

Operating Objects	FY 2024 Approved	FY 2025 Proposed	FY 2024 - FY 2025	
			\$ Change	% Change
Telephone	\$ -	\$ 4,000	\$ 4,000	
Printing	\$ -	\$ 1,500	\$ 1,500	
Office Automation	\$ -	\$ 1,248,700	\$ 1,248,700	
Training	\$ -	\$ 40,900	\$ 40,900	
Advertising	\$ -	\$ 14,000	\$ 14,000	
Membership Fees	\$ -	\$ 1,500	\$ 1,500	
Mileage Reimbursement	\$ -	\$ 5,000	\$ 5,000	
Operating Contracts	\$ -	\$ 444,000	\$ 444,000	
General Office Supplies	\$ -	\$ 7,000	\$ 7,000	
Office and Operating Equipment Non-Capital	\$ -	\$ 15,000	\$ 15,000	
Vehicle Equipment Repair/Maintenance	\$ -	\$ 2,500	\$ 2,500	
Interagency chargebacks	\$ -	\$ 110,300	\$ 110,300	
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ 1,894,400</b>	<b>\$ 1,894,400</b>	

- Operating expenses are proposed at \$1,894,400. Because the Procurement and OCS operating budgets were previously combined, it is not known how much the budget for procurement related activities has increased/decreased from the previous year. Some of the major line items in the operating budget include:
  - Office Automation- \$1,248,700
  - Operating Contracts- \$444,000
  - Interagency Chargebacks- \$110,300
  - Training- \$40,900
  - Office and Operating Equipment Non-Capital- \$15,000
- As a result of the creation of the new Office of Procurement, \$344,000 in operating expenditures will be spent for consultant contracts to develop standard operating procedures, temporary staffing services, and training procurement analysts across County government. This is expected to be a one-time expense.

### ***Recoveries***

- Recoveries for FY 2025 are expected to be \$218,700. These recoveries are a direct transfer of the personnel recoveries to the capital fund from the Office of Central Services.

### ***Information Technology***

- The Office is continuing to work on additions to the procurement and spend software in place known as Speed. A module the Office has been looking to add to Speed called the Supplier Lifecycle Platform (SLP) will help streamline supplier performance evaluation and supplier registration. In turn, this module will allow the Office of Procurement to cut out some of the processes they were doing manually before, thereby increasing efficiency. The Office is looking to implement this module in FY 2024 and FY 2025.

### **Office of Procurement Workload and Program Key Points**

- As of March 2024, 54 non-competitive awards had been made year to date in FY 2024 for a total of \$18,673,250. The details of these awards can be found in *Attachment I to the OCS first-round responses*.
- The Office was able to successfully address previous challenges it had faced with administering the annual prevailing wage survey for the County's Wage Determination Board. An online survey was developed and is now being used to capture wage-related data.

- Procurement data for businesses that are certified and registered with the County can be found below:
  - Minority Business Enterprises (MBEs): 778
  - County-based Minority Business Enterprises (CBMBEs): 423
  - County-based Small Businesses (CBSBs): 540
  - County-based businesses (CBBs): 37
  - County-located Businesses (CLBs): 51
  
- The total dollar amount and number of County contracts awarded to certified MBEs, CBBs, and SBs in FY 2023 and FY 2024 YTD can be found in the two tables below:

<b>County Contracts Awarded- FY 2023</b>				
<b>Status</b>	<b># Contracts</b>	<b>Dollar Value</b>	<b>% Contract</b>	<b>% Dollar Value</b>
Non MBE/CBB	17	\$ 43,927,369	6.56%	8.46%
MBEs	89	\$ 205,646,026	34.36%	39.62%
CBBs	79	\$ 135,563,874	30.50%	26.12%
SBs	74	\$ 133,851,624	28.57%	25.79%
<b>Total</b>	<b>259</b>	<b>\$ 518,988,893</b>	<b>100.00%</b>	<b>100.00%</b>

<b>County Contracts Awarded- FY 2024 (YTD as of 3/1/2024)</b>				
<b>Status</b>	<b># Contracts</b>	<b>Dollar Value</b>	<b>% Contract</b>	<b>% Dollar Value</b>
Non MBE/CBB	21	\$ 107,145,179	8.14%	33.99%
MBEs	81	\$ 86,348,307	31.40%	27.39%
CBBs	79	\$ 121,586,460	30.62%	38.57%
SBs	77	\$ 146,139	29.84%	0.05%
<b>Total</b>	<b>258</b>	<b>\$ 315,226,085</b>	<b>100.00%</b>	<b>100.00%</b>

- The dollar amount and percentage of MBE participation in service contracts, commodities contracts, and construction contracts for FY 2023 and FY 2024 YTD can be found in the two tables below:

<b>County Contract Awards- FY 2023</b>			
<b>FY 2023</b>	<b>Total Spend</b>	<b>MBE Spend</b>	<b>MBE %</b>
Commodity	\$ 70,710,526	\$ 10,503,079	15%
Consturction	\$ 123,614,328	\$ 62,180,618	50%
Service	\$ 239,387,126	\$ 81,756,298	34%
<b>FY 2023 Grand Total</b>	<b>\$ 433,711,980</b>	<b>\$ 154,439,995</b>	<b>36%</b>

<b>County Contract Awards- FY 2024 (YTD as of 3/1/2024)</b>			
<b>FY 2024</b>	<b>Total Spend</b>	<b>MBE Spend</b>	<b>MBE %</b>
Commodity	\$ 14,279,384	\$ 1,904,329	13%
Consturction	\$ 65,421,537	\$ 654,103	1%
Service	\$ 161,541,008	\$ 44,011,629	27%
<b>FY 2024 Grand Total</b>	<b>\$ 241,241,929</b>	<b>\$ 46,570,061</b>	<b>19%</b>

**Internal Service Fund Expenditures by Category- Fleet Management**

<b>Category</b>	<b>FY 2023 Actual</b>	<b>FY 2024 Budget</b>	<b>FY 2024 Estimated</b>	<b>FY 2025 Proposed</b>	<b>\$ Change</b>	<b>% Change</b>
Compensation	\$ 5,539,023	\$ 5,746,600	\$ 5,674,300	\$ 5,741,700	\$ (4,900)	-0.1%
Fringe Benefits	\$ 2,251,931	\$ 3,936,400	\$ 3,495,800	\$ 3,878,500	\$ (57,900)	-1.5%
Operating Expenses	\$ 5,516,700	\$ 5,641,800	\$ 6,442,100	\$ 5,704,600	\$ 62,800	1.1%
Capital Outlay	\$ -	\$ 169,000	\$ 150,000	\$ 169,000	\$ -	0.0%
<b>Total</b>	<b>\$ 13,307,654</b>	<b>\$ 15,493,800</b>	<b>\$ 15,762,200</b>	<b>\$ 15,493,800</b>	<b>\$ -</b>	<b>0.0%</b>

***Staffing and Compensation***

Authorized Staffing Count- General Fund

	<b>FY 2024 Approved</b>	<b>FY 2025 Proposed</b>	<b>Change Amount</b>	<b>Percentage Change</b>
Full-Time	75	76	1	1.3%
<b>Total</b>	<b>75</b>	<b>76</b>	<b>1</b>	<b>1.3%</b>

- The FY 2025 authorized staffing county for the Fleet Management Internal Service Fund is 76 employees, an increase of one (1) staff member from FY 2024 accounts for the creation of a new Electrician 3G position to maintain the Electric Vehicles Supply Equipment. However, funding is only being requested for 75 employees.
- Compensation is proposed at \$5,741,700, a decrease of \$4,900, or -0.1%, from the FY 2024 Approved Budget. This decrease is due to an increase in budgeted attrition to reflect an increase in the vacancy rate from 2% to 4%.
- As of March 2024, the Office had reported four (4) vacancies. One of these vacant positions is not expected to be funded in FY 2025, while the other three are expected to be filled soon.

**Overtime**

Year	Approved Overtime Budget	Overtime Expenditures	Actual vs. Approved Variance (\$)	Actual vs. Approved Variance (%)
FY 2022	\$ 25,000	Actual: \$ 17,418	\$ (7,582)	-30%
FY 2023	\$ 25,000	Actual: \$ 33,139	\$ 8,139	33%
		Actual YTD: \$ 12,701	\$ (7,299)	-36%
FY 2024	\$ 20,000	Projected: \$ 26,100	\$ 6,100	31%
FY 2025	\$ 35,000			

- Actual overtime costs exceeded the funded amount by 33% in FY 2023 and is expected to exceed the funded amount by around 31% in FY 2024. The proposed FY 2025 Budget attempts to align with historical costs by raising overtime costs by \$15,000, or 75%, for a total of \$35,000.

**Fringe Benefits**

	FY 2021 Actual	FY 2022 Actual	FY 2023 Actual	FY 2024 Approved	FY 2025 Proposed
Fringe Benefit Expenditures	\$ 3,602,013	\$ 3,712,773	\$ 2,251,931	\$ 3,936,400	\$ 3,878,500
Compensation	\$ 5,063,568	\$ 4,948,357	\$ 5,539,023	\$ 5,746,600	\$ 5,741,700
Fringe As a % of Total Employee Compensation	71%	75.0%	40.7%	68.5%	67.5%

- Fringe benefit expenditures are proposed to decrease by \$57,900, or -1.5%, from FY 2024 levels. This decrease is due to a decrease in the fringe benefit rate from 68.5% to 67.5% to align with anticipated costs.

**Operating Expenses**

Operating Objects	FY 2024 Approved	FY 2025 Proposed	FY 2024 - FY 2025	
			\$ Change	% Change
Telephone	\$ 29,600	\$ 35,800	\$ 6,200	20.9%
Utilities	\$ 100,000	\$ 85,000	\$ (15,000)	-15.0%
Printing	\$ 300	\$ 300	\$ -	0.0%
Periodicals	\$ 100	\$ 100	\$ -	0.0%
Office Automation	\$ 462,300	\$ 465,800	\$ 3,500	0.8%
Training	\$ 20,500	\$ 20,500	\$ -	0.0%
Membership Fees	\$ 1,800	\$ 1,800	\$ -	0.0%
Operating Contracts	\$ 4,000	\$ 8,500	\$ 4,500	112.5%
General Office Supplies	\$ 67,300	\$ 67,300	\$ -	0.0%
Office and Operating Equipment Non-Capital	\$ 84,400	\$ 84,400	\$ -	0.0%
Other Operating Equip. Repair/Maint.	\$ 496,000	\$ 496,000	\$ -	100.0%
Vehicle Equipment Repair/Maintenance	\$ 4,093,600	\$ 4,156,600	\$ 63,000	1.5%
Gas and Oil	\$ 40,000	\$ 40,000	\$ -	0.0%
Equipment Lease	\$ 10,000	\$ 10,000	\$ -	0.0%
Office/Building/Rental/Lease	\$ 205,000	\$ 205,000	\$ -	0.0%
Interagency chargebacks	\$ 1,900	\$ 2,500	\$ 600	31.6%
Depreciation	\$ 10,000	\$ 10,000	\$ -	0.0%
Real Property	\$ 15,000	\$ 15,000	\$ -	0.0%
<b>TOTAL</b>	<b>\$ 5,641,800</b>	<b>\$ 5,704,600</b>	<b>\$ 62,800</b>	<b>1.1%</b>

- Operating expenses are proposed at \$5,704,600, representing a \$62,800, or 1.1%, increase from the FY 2024 Operating Budget. Some of the major line-items in the operating budget include:
  - Vehicle Equipment Repair/Maintenance- \$4,156,600
  - Other Operating Equipment Repair/Maintenance- \$496,000
  - Office Automation- \$465,800
  - Office/Building/Rental/Lease- \$205,000
  - Utilities- \$85,000
  
- Five (5) of the line-items show an overall increase in funding from the FY 2024 budget. The most notable of these increases is an increase of \$63,000 for vehicle repair and maintenance, primarily due to inflation in costs.
  
- One (1) line-item for utilities shows an overall decrease by \$15,000. This decrease aligns with historical expenses.
  
- 12 line-items see no change in funding.

**Capital Outlay**

<b>Description</b>	<b>FY 2023 Actual</b>	<b>FY 2024 Estimated</b>	<b>FY 2025 Proposed</b>
Replace fuel control terminals	\$ -	\$ 81,000	\$ 50,000
Green Fleet	\$ -	\$ 42,000	\$ 13,800
Tire changing machine	\$ -	\$ 13,000	\$ -
Lift replacement	\$ -	\$ -	\$ 46,000
Hot flush machine	\$ -	\$ -	\$ 10,000
Scan tool machine	\$ -	\$ -	\$ 5,200
Brake lathe machine	\$ -	\$ -	\$ 24,000
Wheel balance machine	\$ -	\$ -	\$ 20,000
Key track	\$ -	\$ 14,000	\$ -
<b>Total</b>	<b>\$ -</b>	<b>\$ 150,000</b>	<b>\$ 169,000</b>

- FY 2024 funds have been utilized to upgrade eight fuel control terminals at eight sites. Additionally, funds have been allocated to install an EV charging station and support B-100 biodiesel infrastructure, purchase a tire changing machine, and purchase a key track system for the Fleet’s satellite location to secure County vehicle keys and shop equipment.
- FY 2025 funds are proposed to be used to upgrade additional fuel terminals, install EV charging stations, purchase a lift replacement, and purchase fleet equipment for County shop operations.

**Fleet Management Workload and Program Key Points**

- As of March 2024, the percentage of the County’s available fleet that exceeds vehicle replacement standards was 40%. In addition to the large costs and inflation associated with getting all fleet vehicles up to current policies (it is estimated that it would take \$38 million to get all vehicles into compliance), the Office has faced other prohibitive factors such as order cancellations and slow deliveries due to backlog. As a result, the Office has had to postpone replacement and focus on continued maintenance of vehicles.
  - As of April 2024, the Office has experienced wait times of more than six months for approximately 117 vehicles. Examples of the delays the Fleet Management Office is experiencing include:
    - Ambulances: 19 ambulances awaiting delivery, with orders dating back to September 2021. The arrival of the first of these ambulances is expected by the end of April 2024.
    - Vans: The acquisition of vans has faced considerable setbacks. Animals control vans in particular require specialized equipment. Despite orders place as early as September 2021, the

completion of these orders only occurred in January 2024. Several of the Animal Control vehicles have now exceeded 200,000 miles.

- Police Interceptor Utility Hybrids: The adoption of hybrid vehicles for use by the Police and Sheriff has been hindered by shortages of battery materials. There are no clear timelines for delivery from auto manufacturers, and the Office has been forced to order conventional vehicles in the interim.
  - Miscellaneous EV’s and Hybrids: The lithium battery shortages have impacted the Office’s ability to secure more electric vehicles and hybrids, with some orders being canceled or delayed indefinitely.
- A summary of the FY 2024 Vehicle Maintenance Charges report showing maintenance costs for each category of vehicle and the number of vehicles exceeding replacement standards can be found in the table below:

<b>Vehicle Type</b>	<b>Cost/ Year</b>	<b># Exceeding Replacement</b>
Cargo Van	\$ 2,690	36
Compact Sedan	\$ 2,350	53
Compact SUV	\$ 2,800	62
Full Size Passenger Van	\$ 4,100	21
Full Size Pickup Truck	\$ 4,500	30
Full Size Sedan	\$ 3,500	8
Full Size SUV	\$ 4,500	14
Hybrid Sedan	\$ 2,700	5
Intermediate Pickup	\$ 4,000	4
Intermediate SUV	\$ 3,500	5
Police Pursuit	\$ 6,500	312
Prisoner Van	\$ 4,600	11
Public Safety Sedan	\$ 4,700	108
Public Safety SUV	\$ 4,750	157
Marked Sheriff Unit	\$ 6,400	43
Unmarked Public Safety Sedan	\$ 4,900	211

- A breakdown of FY 2024 public safety vehicle and equipment cost, categorized by agency, can be found in *Attachment J to the OCS first-round responses*.
- The proposed cost of vehicles to be purchased in FY 2025 is \$25 million. A breakdown of the type of vehicle, quantity, and estimated cost organized by agency can be found in *Attachment K to the OCS first-round responses*.



- A schedule of proposed FY 2025 depreciation for vehicles is included in *Attachment L of the OCS first-round responses*.
- Green Fleet Initiative
  - The fleet has surpassed purchasing targets set by CR-028-2014 each year since inception.
  - Currently, the County fleet includes:
    - 66 electric (15 vehicles) or plug-in hybrid electric (51 vehicles) vehicles with more on order pending vendor availability.
    - 296 hybrid-electric (273 vehicles) or LP auto gas-powered vehicles (23 vehicles) with 75 more on order
    - Soy-based tires rollout with support from the Maryland Soybean Association
  - Other elements of the green fleet initiative include continued building out of plug-in electric infrastructure with a total of 62 charging stations installed and more planned for the future, as well as the B100 Pilot Program which includes that installation of B100 fuel at D’Arcy Road fuel station in partnership with Exxon Mobil and DPWT.

**Special Revenue Fund by Category- Collington Center**

<b>Category</b>	<b>FY 2023 Actual</b>	<b>FY 2024 Budget</b>	<b>FY 2024 Estimate</b>	<b>FY 2025 Proposed</b>
Operating	\$ 4,000	\$ 5,000	\$ 5,000	\$ 5,000
<b>Total</b>	<b>\$ 4,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>

- The FY 2025 proposed budget for the Collington Center Special Revenue Fund supports the annual fee to The Collington Center Association. This funding remains unchanged from the FY 2024 Approved Budget.
- A list of the Collington Center parcels that are remaining to be sold can be found in *Attachment M of the OCS first-round responses*.

**FY 2025 Capital Improvement Program**

- Since FY 2024, the Office of Central Services oversees the Capital budgets for Central Services, the Police Department, and the Department of Corrections. The combined FY 2025-2030 Capital Improvement Plan for all three of these agencies is presented below.
- The Office of Central Services has responsibility for the planning and construction of County buildings and related activities. OCS operates, maintains, and renovates all County facilities and Fire Stations which includes:
  - Roof repairs, concrete and other interior/exterior needs;
  - Replace or repairing mechanical, electrical, plumbing and life-safety systems;
  - Renovate surplus schools for citizen and administrative use;
  - Renovate offices to better utilize existing space;
  - Convert building systems from electricity/fuel operations to more energy efficient systems; and
  - Renovate buildings to comply with applicable health, safety, and Americans with Disabilities Act (ADA) code regulations.
- The FY 2025-FY 2030 Proposed Capital Improvement Program for the Office of Central Services (OCS) is approximately \$751,058,000 and it includes a total of 22 projects. This represents a slight decrease in the number of projects managed by the Office compared to the 24 projects that were listed in the FY 2024-FY 2029 CIP.
- The total budget includes all funds expended to date, estimated expenditures for FY 2024, the total expected expenditures for the next six (6) years (including the proposed budget year) and the dollars anticipated for the projects beyond six years. The total project funding for FY 2025 is approximately \$45 million. Funding in FY 2024 is included for ten (10) of the twenty-four (24) projects.
- The accompanying table provides a breakdown of the expenditure budget comparison for the Office of Central Services' Proposed FY 2025 - FY 2030 CIP to the Approved FY 2024 – FY 2029 CIP Budget.

*(see next page)*

Project Name	Approved FY 2024-2029 CIP			Proposed FY 2025-2030 CIP				Change in Total	
	Est. Comp.	Approved FY 2024	Total Approved	Est. Comp.	Estimated FY 2024	Proposed FY 2025	Total Proposed	\$ Change	% Change
Central Control/Administrative Wing Expansion	FY 2024	\$ 472,000	\$ 2,762,000	FY 2027	\$ 2,762,000	\$ 900,000	\$ 5,762,000	\$ 3,000,000	108.6%
Collington Athletic Complex	TBD	\$ -	\$ 19,217,000	TBD	\$ 19,217,000	\$ -	\$ 19,217,000	\$ -	0.0%
Community Corrections Complex	FY 2026	\$ -	\$ 9,556,000	FY 2030	\$ 566,000	\$ -	\$ 10,800,000	\$ 1,244,000	13.0%
Contingency Appropriation Fund	Ongoing	\$ 10,000,000	\$ 60,000,000	Ongoing	\$ -	\$ 10,000,000	\$ 60,000,000	\$ -	0.0%
County Administration Building Refresh	FY 2029	\$ 2,500,000	\$ 29,900,000	FY 2030	\$ 4,595,000	\$ 4,350,000	\$ 46,400,000	\$ 16,500,000	55.2%
County Building Renovations II	Ongoing	\$ 16,720,000	\$ 200,271,000	Ongoing	\$ 17,606,000	\$ 9,235,000	\$ 208,271,000	\$ 8,000,000	4.0%
Detention Center Housing Renovations	Ongoing	\$ 3,067,000	\$ 49,987,000	Ongoing	\$ 13,732,000	\$ 2,000,000	\$ 49,987,000	\$ -	0.0%
Detention Center Improvements II	Ongoing	\$ 6,170,000	\$ 23,179,000	Ongoing	\$ 10,580,000	\$ -	\$ 18,329,000	\$ (4,850,000)	-20.9%
District IV Police Station	TBD	\$ -	\$ 16,800,000	TBD	\$ -	\$ -	\$ 16,800,000	\$ -	0.0%
District V Police Station	TBD	\$ -	\$ 16,700,000	TBD	\$ -	\$ -	\$ 16,700,000	\$ -	0.0%
District VI Police Station	TBD	\$ -	\$ 15,800,000	FY 2028	\$ -	\$ 4,550,000	\$ 19,800,000	\$ 4,000,000	25.3%
Domestic Violence/Human Trafficking Shelter	TBD	\$ -	\$ 10,200,000	TBD	\$ 399,000	\$ -	\$ 10,200,000	\$ -	0.0%
Driver Training Facility & Gun Range	TBD	\$ 690,000	\$ 96,848,000	TBD	\$ 913,000	\$ -	\$ 96,848,000	\$ -	0.0%
Fairmount Heights High School	-	\$ -	\$ -	TBD	\$ -	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	100.0%
Forensics Lab Renovations	FY 2024	\$ 4,500,000	\$ 37,550,000	FY 2025	\$ 21,459,000	\$ -	\$ 37,550,000	\$ -	0.0%
National Harbor Public Safety Building	FY 2023	\$ -	\$ 4,000,000	TBD	\$ 4,366,000	\$ -	\$ 4,526,000	\$ 526,000	13.2%
Police Station Renovations	Ongoing	\$ 600,000	\$ 10,071,000	Ongoing	\$ 2,017,000	\$ 1,000,000	\$ 13,071,000	\$ 3,000,000	29.8%
Prince George's Homeless Shelter	FY 2028	\$ 459,000	\$ 18,368,000	FY 2028	\$ 683,000	\$ 5,106,000	\$ 25,868,000	\$ 7,500,000	40.8%
Promise Place Children's Shelter	TBD	\$ 5,000,000	\$ 21,154,000	TBD	\$ 5,000,000	\$ -	\$ 21,154,000	\$ -	0.0%
Shepherd's Cove Family Shelter	FY 2028	\$ 8,220,000	\$ 24,460,000	FY 2028	\$ 11,621,000	\$ -	\$ 24,460,000	\$ -	0.0%
Special Operations Division Facility	FY 2025	\$ 10,235,000	\$ 26,715,000	FY 2026	\$ 19,024,000	\$ 6,900,000	\$ 27,615,000	\$ 900,000	3.4%
Warm Nights Homeless Shelter	FY 2024	\$ -	\$ 8,000,000	TBD	\$ 8,000,000	\$ -	\$ 16,700,000	\$ 8,700,000	108.8%
<b>TOTAL</b>		\$ 68,633,000	\$ 701,538,000		\$ 142,540,000	\$ 45,041,000	\$ 751,058,000	\$ 49,520,000	7.1%

***Project Description and Status Update***

- **Central Control/Administrative Wing Expansion** – (FY 2025 Funding Proposal: \$900,000, Estimated Completion: FY 2027) This project includes funding to expand the Administrative Building by 8,000 square feet which will allow more space for central control operations, storage,

and office space. This project was previously slated for completion in FY 2024 but is now expected to be completed in FY 2027. The total cost of the project has increased by \$3 million from the FY 2024-FY 2029 CIP.

- **Collington Athletic Complex** – (FY 2025 Funding Proposal: none, Estimated Completion: TBD) This project includes the design and construction of a 76-acre multi-field sports facility off Route 301 and Trade Zone Avenue. Funding for this project will come from several sources to include, developer contributions, \$7.5 million or more from the Maryland-National Capital Park and Planning Commission (M-NCPPC), and three (3) State bonds bills (totaling \$5.0 million, dated 2012, 2013 and 2015).
- **Community Corrections Complex** - (FY 2025 Funding Proposal: none, Estimated Completion: FY 2030) This project provides funding to allow an expansion to house all the alternative to incarceration programs. The programs include Home Detention, Pretrial Release Case Management, Drug Laboratory and Community Service programs. The completion date for this project was previously moved from FY 2025 (provided in FY 2023 Budget) to FY 2026. In the latest CIP, the completion date was once again pushed back from FY 2026 to FY 2030. The total cost for the project has also risen by \$1.244 million.
- **Contingency Appropriation Fund** – (FY 2025 Funding Proposal: \$10,000,000, Actual Completion: Ongoing) This project will be used by the County Executive to approve appropriation transfers up to \$250,000 for approved projects. Amounts over \$250,000 and the new project authorization will require the County Council approval. The project also includes a mechanism for transferring appropriations and funds to approved projects and is a source of minor cash outlays. It also provides the means to temporarily charge blanket encumbrances pending permanent cost allocation and serves as a holding account for Federal, State, or other funds received unexpectedly. No funds will be spent from this project for this latter purpose.
- **County Administration Building Refresh** – (FY 2025 Funding Proposal: \$4,350,000, Estimated Completion: FY 2030) This project will prove for the restoration, upgrade, modernization, infrastructure reconstruction and rehabilitation of major systems, including fire, heating ventilation and air conditioning, boiler and machinery and general face lift. Previously, this project’s completion date had changed from FY 2024 (provided in the FY 2023 Approved CIP Budget) to FY 2029 included in the Proposed Budget and the total cost of the project increased from \$11.4 million to \$29.9 million. The project completion date has now been moved to FY 2030 and the total cost for the project has increased by \$16.5 million to be a total of \$46.4 million.
- **County Building Renovation II** – (FY 2025 Funding Proposal: \$9,235,000, Actual Completion: Ongoing) This project provides funding for renovations and repairs to County owned properties. The funds for the project may be used to purchase land in conjunction with renovation projects and to build-out spaces newly acquired or leased by the County. Lead and asbestos abatement, environmental remediation, energy efficiency projects and construction costs to meet ADA requirements may also be completed pursuant to this project.

- **Detention Center Housing Renovations** – (FY 2025 Funding Proposal: \$2,000,000, Actual Completion: Ongoing) This project will provide funding for the upgrade of the original 14 housing units in the County Detention Center.
- **Detention Center Improvements 2** – (FY 2025 Funding Proposal: none, Actual Completion: Ongoing) This project provides funding for renovation and improvements to various areas in the Detention Center. The funds are used to repair and upgrade mechanical, electrical, and plumbing systems as well as replace inoperable or obsolete major equipment. The project will also include replacing the cooling tower and repairing the foundation to prevent water leaks in the basement and refurbishing inmate visiting booths.
- **District IV Police Station** - (FY 2025 Funding Proposal: none, Estimated Completion: TBD) This project provides funding for construction of a police facility near the National Harbor and Tanger Outlets in Oxon Hill.
- **District V Police Station** - (FY 2025 Funding Proposal: none, Estimated Completion: TBD) This project provides funding for a new police station to upgrade and relocate the existing district station on Brandywine Road in Clinton. The new stations will be located at the southern portion of the Route 301 corridor and will be approximately 18,000 square feet and contain sufficient space for both police and administrative functions. While the project completion date identified in the FY 2023 – FY 2028 Approved CIP Budget was FY 2026, the FY 2025 Proposed Budget now specifies completion date as TBD.
- **District VI Police Station** - (FY 2025 Funding Proposal: none, Estimated Completion: FY 2028) This project provides funding for a new police station to upgrade and relocate the existing district station in Beltsville. The new stations will be located along the Route 198 corridor and will be approximately 18,000 square feet and contain sufficient space for both police and administrative functions. The project had previously had an estimated completion date of TBD but is now expected to be completed in FY 2028. The total cost for the project has also increased by \$4 million to be \$19.8 million.
- **Domestic Violence/Human Trafficking Shelter** - (FY 2025 Funding Proposal: none, Estimated Completion: TBD) This project provides funding for a shelter for domestic violence and human trafficking victims in the southern part of the County.
- **Driver Training Facility and Gun Range** - (FY 2025 Funding Proposal: none, Estimated Completion: TBD) This project provides funding to construct a driver training and test facility to service the Police and Fire Departments. The facility will replace the former training course, which is currently being used by the Department of Environment for its lawn and waste recycling program. This new facility will contain a precision driving course, a highway response and pursuit course, and a skid pad to simulate wet road conditions and miscellaneous support facilities. The building is occupied and in use.

- **Fairmount Heights High School** – (FY 2025 Funding Proposal: \$1,000,000, Estimated Completion: TBD) This project for disposition and or/re-use of a 168,841 square foot structure is pending.
- **Forensics Lab Renovations** – (FY 2025 Funding Proposal: none, Estimated Completion: FY 2025) This project will provide funding for the consolidation of all forensic labs to include the DNA/Serology Laboratory, the Drug Analysis Laboratory, the Firearms Examination Unit, the Regional Automated Fingerprint Identification System (RAFIS), and the property warehouse.
- **National Harbor Public Safety Building** - (FY 2025 Funding Proposal: none, Estimated Completion: TBD) This project funding is for a joint public safety facility located at National Harbor that consists of the National Capital Park Police, Prince George's County Police and Fire/EMS Departments and a community room. While this project had a project completion date of FY 2023 in the FY 2024 budget, the project's completion date has now been listed at TBD. The total cost for the project has also increased by \$526,000 for a new total of \$4,526,000.
- **Police Station Renovations** – (FY 2025 Funding Proposal: \$1,000,000, Actual Completion: Ongoing) This project will provide funding for needed improvements and rehabilitation of several Police Department facilities in various locations in the County. This will include installing new security systems as needed in various locations.
- **Prince George's Homeless Shelter** – (FY 2025 Funding Proposal: \$5,106,000, Estimated Completion: FY 2028) This project will provide funding to replace the current 81 bed emergency and transitional shelter. The shelter would also offer on-site employment readiness/job placement assistance, computer training, substance abuse services, life skills training and medical care. The project date had previously been pushed back from FY 2026 to FY 2028, which remains as the estimated year of completion. The project cost has increased by \$7,500,000 from the FY 2024-FY 2029 CIP for a new total of \$25,868,000.
- **Promise Place Children's Shelter** – (FY 2025 Funding Proposal: none, Estimated Completion: TBD) This project will provide funding for new housing for an average of 50 homeless and unaccompanied youth and young adults ages 13-24 experiencing homelessness in Prince George's County. Included in this shelter will be workspace for street outreach, 24/7 case management, family reunification teams and appropriate crisis intervention services providers. The shelter includes a drop-in space for day/evening informal youth engagement with access to storage, showers, computers, workshops, basic health care and food.
- **Shepherd's Cove Family Shelter** - (FY 2025 Funding Proposal: none, Estimated Completion: FY 2028) This project provides funding for the expansion and retrofitting of existing housing for families with children experiencing homelessness in Prince George's County. This includes workspace for street outreach, case management and appropriate crisis intervention services. The shelter will provide drop-in space for day/evening informal engagement with access to storage, showers,

computers, workshops, basic health care and food. It will have single room transitional housing units with support services, affordable housing units for mixed populations including seniors with limited income and a series of store fronts with affordable rent for leasing. The project completion date had previously been FY 2026, but the CIP now lists a completion date of FY 2028.

- **Special Operations Division Facility** - (FY 2024 Funding Proposal: \$10,235,000, Estimated Completion: FY 2024) This project provides funding to accommodate the Special Operations Division. The estimated date of completion has been pushed back from FY 2025 to FY 2026. Previously, the total cost of this project had increased from \$18.7 million identified in the FY 2023 – FY 2028 Approved CIP Budget was FY 2026 to \$20.7 million specified in the Proposed Budget. The cost of the project has once again increased by \$900,000 for a total of \$27,615,000.
  
- **Warm Nights Homeless Shelter** - (FY 2025 Funding Proposal: none, Estimated Completion: TBD) This project funding is for to purchase/renovate/build a new expansion facility that will permanently add critical emergency shelter beds for those experiencing homelessness. Up to sixty-five (65) overflow beds will be provided in one or more fixed locations. The project completion date was previously slated to be FY 2024 but has now been listed as TBD. The total cost for the project has also increased by \$8,700,000 for a total of \$16,700,000.